

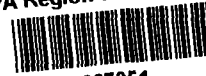
U.S. ENVIRONMENTAL PROTECTION AGENCY
SUPERFUND DIVISION
77 WEST JACKSON BOULEVARD
CHICAGO, ILLINOIS 60604

October 17, 2001

SE-5J

Richard G. Berggreen, C.P.G.
STS Consultants, Ltd.
750 Corporate Woods Parkway
Vernon Hills, Illinois 60061

EPA Region 5 Records Ctr.



227061

Dear Mr. Berggreen:

Enclosed are comments on the U.S. Environmental Protection Agency's (USEPA) review of the revised Quality Assurance Project Plan for the property at 341 East Ohio Street in Chicago, Illinois.

Comment 1 deals with the Title and Approval pages. For your assistance I have included a copy of USEPA's instructions on preparing these. I also prepared a draft of these pages for the Ohio Street property to aid you, although you may have to revise these further to include all the items appropriate to the instructions. If there are any questions on these, please feel free to call and I will put you in contact with the QAPP review staff.

Sincerely,

Larry Jensen for Fred Mecke

Larry Jensen, CHP
Senior Health Physicist
Emergency Response Section #3

MEMORANDUM

DATE: 10/10/01

SUBJECT: Review of Quality Assurance Project Plan for the Removal Action Work Plan 341 East Ohio Street, Chicago, Illinois, dated May 1, 2001. FSS QAPP Document Log #2719

FROM: Luba Finkelberg,
Superfund Field Services Section

To: Verneta Simon, OSC
Superfund Division

CC: Steve Ostrodka, Chief,
Superfund Field Services Section

I have reviewed the revised Quality Assurance Project Plan for the Removal Action Work Plan at 341 East Ohio Street, Chicago, Illinois, dated September 21, 2001. My review of the document was limited to the QAPP and FSP since I do not have the technical expertise to review radiation SOPs. Listed below are my comments.

1. Title and an approval page.

Title and an approval page is not acceptable. Signature space and date should be included for the individuals who have reviewed and approved the document (US EPA On-Scene Coordinator, US EPA QAPP Reviewer, Contractor Project Manager, Contractor QA Manager, Contract Laboratory Manager(s). The example of the requirements is on list is on the page 7 of the Region 5 Instruction of the Preparation of Superfund Division QAPP.

2. Element A7 - Quality Objectives and Criteria for Measurement Data.

Please provide the definition of Precision and quality measurement performance criteria for acceptable field and laboratory precision for each matrix, analytical parameter and concentration level.

3. Section B4- Analytical Methods Requirements.

Please address the function of each lab. Also provide the summary table of all matrices, parameters and methods (in case of different labs involvement SOP should be provided from each lab.)

**INSTRUCTIONS FOR
TITLE/SIGNATURE PAGE**

All QAPPs prepared by non-EPA organizations must be approved by EPA before implementation. None of the environmental work addressed by the QAPP should be started until the initial QAPP has been approved and distributed to project personnel. The QAPP must contain a Title/Signature Page. This title page will document the following:

- 1) The complete title of the project and investigation (RI/FS; RD/RA, etc.) specifying the location (city, state) of the Superfund site;
- 2) The firm that prepared the plan as well as the organization for whom it was prepared; and
- 3) The date and the revision number (the initial draft should be considered Revision 0 and subsequent revisions as Revision 1, 2 etc.).
- 4) Signature space with the title and date should be included for the individuals who have reviewed and approved the document.

Functionally, this page ensures that the desired content and level of detail are achieved through the review and approval (at a minimum) by the following personnel:

1. For Fund-lead projects:
 - * U.S. EPA Region 5, Remedial Project Manager
 - * U.S. EPA Region 5, Quality Assurance Reviewer
 - * Contractor Project Manager
 - * Contractor sampling organization
 - * Responsible EPA contract laboratories (excluding CLP laboratories for RAS analysis).
2. For enforcement-lead projects:
 - * U.S. EPA Region 5, Remedial Project Manager
 - * U.S. EPA Region 5, Quality Assurance Reviewer
 - * Contractor Project Manager
 - * Contractor Quality Assurance Manager
 - * Contract Laboratory Directors
 - * Sampling Contractors

NOTE: The titles and names of all individuals appearing on the title page will be consistent with the references to these people elsewhere in the QAPP (e.g. project organization, corrective action, and QA reports to management sections).

QUALITY ASSURANCE PROJECT PLAN

FOR THE REMEDIAL INVESTIGATION/FEASIBILITY STUDY OR REMEDIAL
DESIGN/REMEDIAL ACTION [PROJECT TYPE (FUND-LEAD, ENFORCEMENT-
LEAD) AT

[SUPERFUND SITE NAME]

REVISION [NUMBER]

[DATE OF SUBMITTAL]

Prepared by: [Contractor Name]

[Contractor Project Manager]

Date

[Contractor QA Officer]

Date

[Laboratory QA Manager] (if applicable)

Date

State Project Manager (if applicable)

Date

U.S. EPA Region 5 Remedial Project Manager

Date

U.S. EPA Region 5 Quality Assurance Reviewer

Date

*Draft, see
Instructions to
adapt for this
project*

**QUALITY ASSURANCE PROJECT PLAN
341 EAST OHIO STREET SITE**

Prepared for

**U.S. Environmental Protection Agency
Region 5
77 West Jackson Boulevard
Chicago, Illinois 60604**

October xx, 2001

**QUALITY ASSURANCE PROJECT PLAN
341 EAST OHIO STREET SITE**

October xx, 2001

Prepared By: _____ Date: _____

Julie Apolinario
Project Manager

Approved By: _____ Date: _____

Richard G. Berggreen, C.P.G.
Project Coordinator

Approved By: _____ Date: _____

Fredrick Micke
U.S. EPA On-Scene Coordinator

Approved By: _____ Date: _____

Luba Finkelberg
U.S. EPA QAPP Reviewer

+ possible lab signoff lines, see "Instructions for Title/Signature Page"